

**Meeting of Ashbury Parish Council**  
**Via Zoom**  
**Monday 11th January 2021 at 6.00pm**  
**Minutes**

Present: Cllr C Davies (Chairman), P Cowx, C Prentice, A Reynolds, J Greenham, J Ruggiero, District Cllr E Ware, District Cllr S Howell, L Evans (Clerk), E Derrington.

At the start of the meeting, CD stated for the benefit of the public that; meetings are run to a strict time-schedule, and being via Zoom, would be recorded for ease of minuting.

**ITEM**

**1 To receive apologies for absence**

County Cllr Y Constance and Sally-Ann Spence

**2 To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting - None**

**3 To approve the minutes of the Ordinary Meeting on Monday 9<sup>th</sup> November 2020**

Approved

**4 To address matters arising from the previous meeting**

- Idstone Railings- Cllr J Greenham is awaiting a response from the County Council but this maybe because of the more substantial renovation needed. Cllr J Greenham to progress if nothing received by 31<sup>st</sup> inst. JG
- 40MPH Limit- Cllr C Prentice contacted the County Council regarding a 40 MPH entering the village from Wantage, Shrivenham and out towards Bishopstone. No response has been received, Cllr C Prentice to progress if nothing received by 31<sup>st</sup> inst. CP
- Bus Shelter- The meeting noted that no Cllr considered the bus shelter to be a pressing issue at this time.
- Potential breach of planning In Kingstone Winslow – Clarification is still required, ongoing CD
- Cllrs Email Addresses- All members agreed the proposed revisions and the Clerk is currently implementing the changes. LE/C

**D**

**5 County & District Councillors- To receive reports from County and District Councillors (5 minute time slot)**

District Councillor report attached to the minutes in appendix 1

District Cllr S Howell is continuing to send Covid-19 updates.

Brown Bins- This service has been suspended until further notice due to significant staff shortages due to illness resulting from the current pandemic. Stanford Recycling is still open for all recycling needs including Christmas trees. Cllr P Cowx raised the question of whether residents would receive a refund for the time this service is suspended. District Cllr S Howell stated that the garden waste collections were not due to take place in January anyway, however the situation is being monitored and this question will be raised at a meeting schedule fort Monday 18<sup>th</sup> inst.

Vale staff continue to work from home and although this is not always ideal would appreciate communications to be via email.

Compliance Marshalls – The Compliance Marshalls are carrying out inspections in all Vale Towns and Villages. Their role is to ensure that all public health advice is followed by residents and businesses. Cllr C Davies suggested that the number of vehicles parked at the Ridgeway atop Ashbury hill indicated an influx of ‘non-locals’ – District Cllr E Ware to follow-up. EW

Planning- Should the parish receive any controversial planning applications/issues then these are sent to District Cllr E Ware or District Cllr S Howell who will be able to offer guidance.

No report was provided by County Cllr Y Constance

**6 Chairs Verbal Update (3 minute time slot)**

Attached to the minutes in appendix 2

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- Chairs Resignation- A reminder that Cllr C Davies will be stepping down from the Council at the AGM in May and a replacement needs to be found. It was suggested the Clerk contact OALC for advice on this matter and how to proceed. LE
- Covid-19 Response- Support provided by Ashbury support group will continue to be essential to more vulnerable residents and APC should reconsider the potential need for grant funding. CD
- Renewal of shop under-lease- See item 13 below.
- 7 Clerks Verbal Update (3 minute time slot)** JR/L  
Cllr J Ruggiero to return Members of Interest Forms to the Clerk E  
The Clerk also made the Council aware of a Facebook post from the Lambourn Community Page, that the Nottingham Knockers (or similar) were knocking on doors in Lambourn. Cllr Ruggiero to post out via the Communications channels. JR
- 8 Councillors Forum-** To receive reports from responsible officers (12 minute time slot)  
The Councillors wished to formally thank: Mick Stannard for laying chip bark to footpaths within the parish, and: Jim Tombs for repairing & painting the bench-seat at Kingstone Winslow.
- Finance Update- Cllr A Reynolds presented the report (see appendix 3) – unanimously approved.
  - Allotments- Cllr C Prentice is still progressing this – ongoing. CP
- 9 Sub Committee Reports-** To receive reports from Sub-committees (6 minute time slot)  
**Village Green** – E Derrington present the report (attached to minutes in appendix 4)  
Almost all of the trees in the tree trail have now been sponsored.  
Phase 3 of is now underway for the Village Green which is for two picnic tables. E Derrington wished to seek approval from the Council for the committee’s choice of table which is plastic with a concrete base. As the Councillors had not had the appropriate time to look at the pictures provided, Cllr C Davies requested all Cllrs to email with their preferred choice which will then be fed back to E Derrington. All  
CD
- 10 Financial Matters**
- Bank Reconciliation to be approved- unanimously accepted
  - Formal motion to ratify the precept for 2021/2022-Cllr C Davies proposed formal motion to ratify the precept of 2021-22. Cllr J Greenham seconded the proposal. Majority vote of 5 in favour and 1 abstention. LE
  - Wantage Independent Advice Centre- Charitable Donation request – Members agreed that given the limitations of our precept the council could not justify making such donations.
  - BGG Contract Renewal – Cllr C Davies explained that the contract had not increased in price. Cllr C Davies proposed renewal of the contract was unanimously agreed. CD
- 11 Planning Matters**
- Applications;**
- P20/V2962/T28 – Ashbury Sewage Treatment Works, Berrycroft, Ashbury- 28 days notice informing of intention to install 1mx9m wooden pole (7.2m above ground) – Decision overdue
  - P20/V3046/HH – Four Winds, Church Lane, Ashbury – Construction of detached single car garage to detached dwelling. – Decision due 26<sup>th</sup> inst.
- Decisions:**
- P20/V2856/LB – Berrycroft Cottage 3 The Lane, Ashbury- Increasing height of existing chimney stack - Granted.
  - P20/V2952/LB- Ashdown Farmhouse, Ashdown Park, Lambourn- Partial repointing of all elevations where mortar is missing. Removal of cement render to the south elevation and replacement with lime render. Like-for-like replacement of decayed soft wood window frames. Plus, various internal works. - Granted
  -
- Other:**
- S/20/1538 - Land East Of The A419, Between Commonhead Roundabout And Land North Of Wanborough Swindon- Variation of conditions 3 - 7, 9, 11, 12, 14, 15, 17 - 22, 24 and 26

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from previous permission S/19/0703 for the construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV) development including improvements to the existing Commonhead Roundabout and Pack Hill, new junctions with Pack Hill, The Marsh and Wanborough Road, new footway/cycleway and associated earthworks, drainage works and landscaping. – Appendix 1 refers.

**12 Public Forum-** To take comments , representation or queries on agenda items (15 minute time slot) No comments or questions received.

**13 Individual Topics (12 minutes allocated)**

- i. Ashbury shop- As the council [APC] had been advised that the terms of the current under-lease meant it would terminate in August 2022, it was agreed that APC had an obligation to ensure that the current under-tenants were aware of this while determining whether, as there was no automatic right of renewal, the under-tenants would wish to continue if permitted to do so. It was also agreed that, given the resulting need for a new lease, parish residents should be surveyed to determine their views on the shop and what [if any] changes they would wish to see made if possible.

As this and the consequential actions/legalities could prove a lengthy process Cllr C Davies was asked to draft a programme setting out key tasks with an indicative time-line, and submit this to the full council for comment & discussion.

CD

**14 Agenda Diary**

- To re-approve Standing Orders
- To re-approve the Financial Regulations
- To re-approve the bank mandate

The meeting agreed that the 3 items above shall be approved or amended at the next meeting.

Cllr C Prentice thanked Cllr A Reynolds for all the work being done on Finance

Clerk  
/All  
Cllrs

**15 Correspondence**

- 19/11/2020- TTRO (T8330) Temporary Road Closure- Ashbury B4507 15/02/2021- 19/02/2021
- 27/11/2020 – OALC- November update
- 30/11/2020- South and Vale Media release- people urged to shop local with free parking at certain sites.
- 1/12/2020 – South and Vale- Council Cabinet to consider civil parking enforcement
- 07/12/2020 - Temporary Road Closure and “No Waiting” restriction at Shrivenham, Faringdon Road 12/02/2021- 13/02/2021 from 8pm- 6am
- 10/12/2020 – District Council Update
- 14/12/2020 – Media Release- Ridgeway Visitors urged not to damage historic route
- 15/12/2020 – Police and Crime Commissioner Update
- 17/12/2020 – OCC Climate Action Framework

**16 Future Agenda Items**

The meeting closed at 7:19pm

Signed.....Dated.....

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Appendix 1

**District Councillors Report to Parish Councils**

**Watchfield and Shrivenham Ward**

**December 2020/January 2021**

**Vale of White Horse District Council**

Throughout December the Vale Communications Team continued to provide Town and Parish Councils with regular updates regarding Covid. These will continue for the foreseeable future.

Vale staff continue to work from home and although this is not always ideal they would appreciate it if communication is by Email rather than telephone.

**Local Covid Updates** – Simon will continue to provide local Resilience Groups with updates as and when necessary.

**Climate Emergency Advisory Committee** – The Committee met on 14 December. The agenda included progress on the Work Programme, Update on Electric Vehicle Infrastructure Strategy, the Governments 10-point green plan and membership of Oxfordshire Greentech. The next meeting will be held on 8 March 2021.

**Garden Waste** – The garden waste service has been suspended until further notice.

**Civil Parking Enforcement** – The Vale Cabinet met on 4 December and approved the proposed arrangements. The Cabinet's recommendations were submitted to and approved by full Council for on 9 December. All Councils involved have now formally approved the recommendations and expect the new arrangements to be in place by November.

**Planning** – Decisions are still awaited on the three (2 in Shrivenham and one in Buscot) applications of concern that have been ongoing for a number of months. If recommended for approval all three will be called in for the Vale Planning Committee to consider.

**Compliance Marshals** – The Compliance Marshals are carrying out inspections in all Vale towns and villages. Their role is to ensure that all public health advice is followed by residents and businesses.

**Swindon Borough Council – New Eastern Villages** – As previously reported work is expected to start early in the New Year on the Southern Connector Road which will link South Marston to Commonhead roundabout. Other NEV road improvements are to commence from 4 January 2021. These include enlarging the Gablecross/Sainsbury's roundabout and the installation of traffic lights. These works will obviously impact on traffic flow along the A420. The distribution centres at Symmetry Park are well on the way to being completed.

Apologies for such a short report. Any significant issues raised during the current Lockdown will be sent to Parish Clerks.

Although we don't hold surgeries we are always available to deal with any issues.

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Simon Howell – 01793 784491 – [simon.howell@whitehorsedc.gov.uk](mailto:simon.howell@whitehorsedc.gov.uk)

Elaine Ware – 01793 783026 – [elaine.ware@whitehorsedc.gov.uk](mailto:elaine.ware@whitehorsedc.gov.uk)

APC Draft

## Meeting of Ashbury Parish Council Via Zoom

Appendix 2

### Chairman's Report

#### **ACTIONS carried forward from previous meetings by reference:**

##### **November-11] Potential breach of planning in Kingstone Winslow:**

Clarification required on the enforcement officer's decision on usage of the annex, and the timing the retrospective planning approval required for the new extension.

Action continuing - CD

##### **November -13] Revise Email addresses:**

All members have agreed the proposed revisions and the Clerk is currently implementing same.

Action ongoing – LE/CD

##### **November -16 Election of new Chair:**

See item 1, below.

#### **OTHER MATTERS**

##### **Chair's resignation:**

A reminder to members that I will be stepping down from the council at the May AGM, which will not only create a vacancy on the council but also require remaining members to elect a new Chair. To provide the incoming Chair with the maximum opportunity to familiarize themselves with the scope of the office, it would be better if the decision could be made as soon as possible.

Similarly, the resulting council vacancy should also be advertised without delay to better ensure a full complement of councilors if at all possible.

##### **Ashbury Shop:**

As we have confirmed that the current sub-lease will automatically lapse on 12<sup>th</sup> August 2022, there is a need to determine the format/timing of the process to be adopted if an ongoing lease is to be established in time to optimize the transition process. Given the reported difficulties encountered when deciding the initial lease, it is suggested that the matter be discussed and a process agreed as a matter of priority.

##### **Covid-19 Response:**

With the imposition of tier-4 restrictions, the support provided by the Ashbury support group will continue to be essential to our more vulnerable residents, and hence we should reconsider the potential need for grant funding.

Cliff Davies  
4<sup>th</sup> January 2021

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Appendix 3

**ASHBURY PARISH COUNCIL**

**FINANCE REPORT TO 31 DECEMBER 2020**

1. The Parish precept for 2020/2021 is £9,984.
  
2. To 31 December 2020, precept-related expenditure was expected to be £7,708.
  
3. To 31 December 2020, precept-related expenditure was actually £7,324. The details can be found in the attached report.
  
4. At 31 December 2020, total reserves stood at £46,478 (compared to £46,554 at 31 March 2020) of which £32,655 related to earmarked reserves. Again, the details can be found in the attached report.
  
5. The General Reserves increased as both precept instalments have been received (£9,984) and the Village Green earmarked reserves decreased by £2,475 mainly as a result of the retention for the landscaping being paid.
  
6. A Direct Debit has been set up to pay for the monthly website costs (£33.67).

# Meeting of Ashbury Parish Council

## Via Zoom

### Appendix 4

Ashbury Parish Council - Village Green Sub-committee Progress Report January 2021

#### **Tree trail**

Almost all trees in the tree trail have now been sponsored. Since September we've had offers to sponsor 12 more of the already-planted trees, and have so far received donations for 11 of them, with the result that we have just over £4300 in the tree fund. Only 2 trees remain unsponsored.

#### **Further development**

We have now completed 2 phases of the Village Green project – first landscaping the whole site and making a playing field, and second creating a sponsored tree trail. Since summer 2020 we have been looking at ideas for a possible phase 3. After a village consultation we decided not to proceed with plans for exercise equipment, but we explored the options of picnic tables, a quiet space and a wild flower area. We are most grateful to David Pain for the detailed plans he has prepared and are now in a position to make proposals for phase 3.

##### **(a) Picnic tables**

- We believe that two picnic tables in the corner of the Green near the Free Church would be a popular and useful addition. Each picnic table would be on a concrete base for stability, security and ease of maintenance. A majority of the Subcommittee favour recycled plastic tables and benches (see two examples attached selected for robustness and accessibility) which are environmentally friendly, longlasting, easy to clean and disinfect, and dry quickly. We have also considered a wood and stainless steel design by David Pain (see attached).
- The concrete bases would cost £1425 for the plastic tables or £1650 for the wood and stainless steel
- The recycled plastic tables start at £425.00 but we propose one of the attached designs (costing £625 or the octagonal model or £995 for the rectangular) which are suitable for less mobile people and wheelchair users.
- The wood and steel tables would cost approximately £900 each, and would be constructed so that the wooden table tops and seats can be replaced when necessary.
- The total cost of the bases and tables therefore would be between £2000 and £3500. The Subcommittee, as I've said, has voted for the recycled plastic tables. If APC is happy for us to go ahead on this basis we will apply without delay for Lottery funding. As we can show that we have made good use of the first grant we believe that we have a good chance of getting a second.

##### **(b) Quiet Space and Wild flower Area**

The subcommittee members have given careful thought to these options, recognising their attractions and the special importance of attractive outdoor spaces and meeting places during a pandemic. A majority, however, are concerned about the extra maintenance involved, the risk of misuse of the quiet space and the risk of weeds taking over the wild flower area. On balance the view is that we should consolidate what we have achieved so far rather than going for further development. Accordingly the plan is not to pursue these ideas now but to keep them in mind for the future.

#### **Weedkilling**

We are expecting to receive shortly a second quotation for a further (one off) weed treatment of the whole Green, to take place as soon as the weeds begin to grow this spring. The aim is to get rid of most of the remaining thistles and docks. Once that is done we hope that the only part that will need regular treatment will be the path.

#### **Maintenance monitoring**

As agreed by APC, Julia Blake will start acting as maintenance monitor in spring 2021, reporting back to APC following each visit by the maintenance contractors.

Liz Derrington 8 January 2021